



Iron Acton Parish Hall

First Aid Provision Policy

The First Aid contact for The Hall is Jenny Millward.

The nature of the use of The Hall means that it is impractical for us to have a trained Emergency First Aider on site. It is the responsibility of the Hirer to assess whether this is necessary for their booking.

First Aid Box

A First Aid Box is located in a labelled cupboard in the Bar Area, along with these additional items: Eye Wash Bottle, Body Fluid Clean Up Kit, Bio Hazard Disposable Kit, Microporous Tape.

Whilst the First Aid contents are regularly checked and re-stocked, the hirers must let our Booking Secretary know if they use any items from the box, so they can be replenished promptly.

Accident Book

The Accident Book is kept in a labelled drawer in the Bar Area.

All sections of the Accident Book form must be completed when an accident occurs. The form is to be torn out and placed in the letter box on the outside of the building, next to the main entrance.

Serious Injury

Ref. Section 12 of our Booking Terms and Conditions.

Serious accidents or injury must be reported by contacting the Health and Safety Executive through their website www.hse.gov.uk/riddor/report.htm

Defibrillator

A Defibrillator is available on the outside wall near the Main Entrance and is regularly checked, serviced and tested according to regulations.

If the use of the AED Box is needed, 999 should be called for the Emergency Services to give the user an access code.

Emergency Services will give instruction whilst an ambulance is on its way.

The Defibrillator Guardian for The Hall is Annie Smith. She can be contacted on: 07716 877 148.

Associated Policies

Health and Safety